

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING AGENDA
Wednesday, April 22, 2026 – 2:00 p.m.
Benzie Community Resource Center - Ingemar Johansson Conference Room
6051 Frankfort Highway
Benzonia, MI 49616**

or

Electronically, via conference call

To participate, dial: (213) 282-9788 and enter Conference ID: 500 956 317#

This is a Regular Meeting of the Benzie-Leelanau District Health Department Board of Health. Public Comment is encouraged at the beginning and end of the meeting. An individual's comment time may be limited based on the discretion of the Chair.

Call to Order/Roll Call

Pledge of Allegiance

Approval of Minutes from the Regular Board of Health Meeting from March 25, 2026.

Approval of the Agenda

Public Comment Period

1. Health Officer Update – Dan Thorell
2. Cycle 8 Accreditation Certificate Presentation – Laura De La Rambelje, Director of Local Health Services, MDHHS
3. Personnel and Finance Committee Report-Personnel and Finance Committee
 - A. Accounts Payable – Action
 - B. March Financials – Action
4. Staff Reports
 - A. Medical Director – Dr. Joshua Meyerson
 - B. Personal Health – Michelle Klein
 - C. Environmental Health Director – Eric Johnston
 - D. Administrative- Shelley Jablon

Public Comment Period

Board Comments

Adjourn

Personnel and Finance Comm. Meeting- April 22, 2026 1:00 pm
Benzie Community Resource Center, Roger Griner Conference Room or
Electronically via conference call:
(213) 282-9788 and enter Conference ID: 500 956 317#

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Wednesday, March 25, 2026 2p.m.
Leelanau County Government Center
8527 E. Government Center
Suttons Bay, MI 49682**

Chairperson Gwenne Allgaier called the meeting to order at 2:00 p.m.

Members Present:

Gary Sauer - Benzie County Board of Commissioners
Gwenne Allgaier – Leelanau County Board of Commissioners
Dr. David Quimby – Leelanau County Member at Large
Mark Walter – Leelanau County Board of Commissioners
Len Mathieu – Benzie County Board of Commissioners
Dr. Mark Kuiper – Benzie County Member at Large

Members Excused: None

Members Absent: None

Staff Present:

Dan Thorell – Health Officer
Eric Johnston – Director of Environmental Health
Michelle Klein - Director of Personal Health
Dr. Joshua Meyerson – Medical Director
Shelley Jablon – Director of Administrative Services

Staff Excused: None

Guest Present: Ken Talsma-Anderson, Tackman & Company (remote via teams)

Pledge of Allegiance

Approval of the February 25, 2026 Regular Board of Health Meeting Minutes:

Motion By: Sauer to approve the February 25, 2026 BOH meeting minutes.

Seconded By: Dr. Kuiper

Voice Vote: 6 yeas 0 nay 0 excused 0 absent **Motion carried**

Approval of the Agenda:

Motion By: Sauer to approve the agenda as presented.

Seconded By: Mathieu

Voice Vote: 6 yeas 0 nay 0 excused 0 absent **Motion carried**

Fiscal Year 2025 Aduit Presentation: Ken Talsma-Anderson, Tackman & Company (remote via teams)

BLDHD had a clean audit for the fiscal year 2025. A single audit was also completed, as BLDHD receives more than three-quarters of a million dollars in federal money. The fund balance remains healthy which has been helped by revenue from environmental health programs. No weaknesses were found with financial statements or the programs audited.

Motion By: Sauer to accept the Fiscal Year 2025 annual audit as presented.

Seconded By: Walter

Roll Call Vote: Walter- yea, Allgaier- yea, Quimby- yea, Sauer- yea, Mathieu- yea, Kuiper- yea
6 yeas 0 nay 0 excused 0 absent **Motion carried**

Public Comment - None

Health Officer Update- Dan Thorell

A report was distributed prior to the meeting. Please refer to it for details.

Accounts Payable

Motion By: Sauer to approve accounts payable and pay the bills in the amount of \$142,277.58.

Seconded By: Walter

Roll Call Vote: Walter- yea, Allgaier- yea, Quimby- yea, Sauer- yea, Mathieu- yea, Kuiper- yea
6 yeas 0 nay 0 excused 0 absent Motion carried

February Financial Statements

Motion By: Sauer to accept the financial statements as presented.

Seconded By: Walter

Roll Call Vote: Walter- yea, Allgaier- yea, Quimby- yea, Sauer- yea, Mathieu- yea, Kuiper- yea
6 yeas 0 nay 0 excused 0 absent Motion carried

Personal Policies (Employee Handbook)

Motion By: Sauer moved to approve the Personnel Policies for Benzie-Leelanau District Health Department as presented with the exception for the Bereavement Leave Policy. Instead of having the tiered bereavement leave, 3 days will be given with an extra day if travel is needed.

Seconded By: Mathieu

Discussion: More discussion was held on the Bereavement Leave Policy. It was decided to leave the originally amended bereavement policy as it was written and present a second motion.

Motion By: Walter moved to approve the Personnel Policies for Benzie-Leelanau District Health Department in the Employee Handbook as amended and presented to the Board of Health.

Seconded By: Mathieu

Roll Call Vote: Walter- yea, Allgaier- yea, Quimby- yea, Sauer- no, Mathieu- yea, Kuiper- yea
5 yeas 1 nay 0 excused 0 absent Motion carried

Staff Reports:

Medical Director – Dr. Joshua Meyerson

A report was distributed prior to the meeting. Please refer to it for details.

Personal Health – Michelle Klein

A report was distributed prior to the meeting. Please refer to it for details.

Environmental Health – Eric Johnston

A report was distributed prior to the meeting. Please refer to it for details.

Administrative – Shelley Jablon

A report was distributed prior to the meeting. Please refer to it for details.

Public Comment – None

Board Comments – None

Adjourn

Motion By: Allgaier to adjourn the BOH meeting at 4:01 p.m.

Voice Vote: 6 yeas 0 nay 0 excused 0 absent **Motion carried**

Gwenne Allgaier, Chair

Sanna Johnson, Recording Secretary

DRAFT

To: Benzie-Leelanau District Health Department Board of Health Members

From: Daniel Thorell, MS, RS, Health Officer

Date: April 22, 2026

Subject: April Board of Health Report

1. ADA Web Accessibility Rule (2024) – BLDHD Implications

The U.S. Department of Justice’s 2024 ADA Title II rule requires local governments—including Benzie-Leelanau District Health Department (BLDHD)—to ensure that all websites, online services, and mobile applications are accessible to individuals with disabilities.

Applicability to BLDHD

- BLDHD qualifies as a small jurisdiction (<50,000 population)
- **Compliance deadline: April 2027**
- Applies to:
 - Public website(s)
 - Online forms (permits, applications, complaints)
 - Health education materials (PDFs, reports, dashboards)
 - Any third-party platforms used to deliver services

Key Requirement

- Must meet **Web Content Accessibility Guidelines (WCAG) 2.1 Level AA**
- Standard applies to both:
 - Existing content (with some limited exceptions)
 - All new or updated content moving forward

Operational Impact for BLDHD

1. Website & Content Remediation

- Likely need to update:
 - PDFs (health reports, fact sheets)
 - Online forms and inspection-related documents
 - Images, charts, and maps (must include alternative text)
 - Social media
- Older documents may qualify as “archived,” but high-use materials must be accessible

2. Public Health Service Delivery

- Ensures equitable access to:
 - Environmental health information

- Communicable disease updates
- Health education resources
- Accessibility becomes part of core public health infrastructure, not just IT

3. Vendor and Software Oversight

- BLDHD remains responsible for accessibility even when using:
 - Website vendors
 - Online permitting systems
 - Survey/data tools
- Contracts should be updated to require WCAG 2.1 AA compliance

4. Staffing and Capacity

- Will require:
 - Staff training (communications, EH, personal health, administration)
 - Designation of an internal accessibility lead or coordinator and a workgroup
- May increase workload for report development and communications

Risks of Non-Compliance

- **Legal exposure** (ADA complaints or DOJ enforcement)
- **Equity gaps** in access to essential public health services
- **Reputational risk** with residents and partners

Recommended Next Steps for BLDHD

Near-Term (Next 6 Months)

- Conduct a baseline accessibility audit of BLDHD website and key documents
- Inventory high-priority content (permits, reports, public notices)
- Begin staff awareness and basic training
- Remediate high-use documents and web pages
- Update policies and procedures
- Incorporate accessibility requirements into all **vendor contracts and procurements**

Long-Term (By April 2027)

- Achieve full WCAG 2.1 AA compliance
- Establish ongoing monitoring and quality control process
- Integrate accessibility into all communications and CHA/CHIP health education efforts

The ADA web accessibility rule represents a mandatory modernization of digital public health services. For BLDHD, compliance will require planned investment, policy updates, and integration into daily operations, but also strengthens equitable access to health information and services across both counties.

2. First Glance of Proposed 2027 Federal Budget Impacts for Public Health

The proposed federal budget would significantly reduce and restructure public health funding, shifting responsibility to states and local health departments like BLDHD without equivalent resources—resulting in reduced local capacity and fewer prevention services in Benzie and Leelanau counties. Below are some of the proposed budget reductions that affect public health.

Chronic Disease and Health Prevention

\$448 million, a \$985 million decrease, for chronic disease and prevention activities

HIV/AIDS

\$2.7 billion, a \$923 million decrease, for HIV/AIDS programs

Maternal & Child Health

\$1.9 billion, a \$561 million decrease, to support maternal and child health programs

Mental and Behavioral Health

\$6.8 billion, a \$576 million decrease, to provide mental health services, suicide prevention, substance use prevention, and substance use treatment

Health Workforce

\$1.1 billion, a \$872 million decrease, for health workforce programs

CDC

The request proposes \$5.5 billion for CDC, representing a \$3 billion cut to CDC programs and activities

EPA

The request proposes \$150 million, a \$976 million decrease, for the Drinking Water State Revolving Fund Program (DWSRF)

3. Letter to Director of Michigan Department of Environment, Great Lakes, and Energy

Over the past several months, there have been some new directives sent to local health departments from EGLE that fundamentally change current regulatory interpretation and practice regarding small (< 1000 gpd) non-residential onsite wastewater systems and water systems serving new residential developments. Many local health departments working through the Michigan Association for Local Public Health have voiced concern about the lack of communication and collaboration leading to these abrupt changes. In addition, there is a legitimate concern that the Administrative Procedures Act was not properly followed by EGLE when making substantial changes to long-established rules. MALPH recently sent a letter to the Director of EGLE to point out concerns and ask for a meeting to discuss options to improve collaboration (see attached).



Director Phillip Roos
Department of Environment, Great Lakes and Energy
525 West Allegan Street
P.O. Box 30473
Lansing, MI 48909-7973

March 20, 2026

Dear Director Roos,

On behalf of the Michigan Association for Local Public Health (MALPH), which represents all 45 local health departments (LHDs) across the state, I am writing to reaffirm our shared commitment to protecting public health and Michigan's groundwater resources, and to seek an opportunity for continued collaboration.

Local health departments play a central role in Michigan's decentralized public health system, including implementation of environmental health programs that protect drinking water, groundwater, and surface water. In partnership with the Department of Environment, Great Lakes, and Energy (EGLE), local health departments work closely with residents, developers, and municipalities to carry out on-site wastewater and subdivision review responsibilities. Strong coordination, clear communication, and mutual trust between state and local partners are essential to this work.

Historically, environmental health programs have been implemented through well-established processes developed collaboratively between the State and local agencies. Recently, however, our members have experienced a number of changes in how guidance and expectations are communicated, including through the FY26 Comprehensive Agreement, updates to Minimum Program Requirements, and recent memoranda addressing wastewater and drinking water standards.

Areas for Discussion

Our goal in raising the following points is to support clarity, consistency, and shared understanding moving forward:

1. Implementation of Policy Changes

In several instances, policy direction has been communicated from EGLE through letters, contracts, memoranda, or accreditation processes in ways that appear to modify how administrative rules are applied. On several occasions, EGLE staff have announced that a letter or memo will be coming, but no details regarding the content of the communication



are provided until it is released in its final form. While our members have made good-faith efforts to work through these issues directly with EGLE program staff, we have not yet been able to reach mutually satisfactory resolutions in several key areas. In some cases, the changes being implemented can result in significant additional costs for homeowners and residents, which underscores the importance of clear communication and shared understanding. Attorneys representing local health departments have expressed concerns about the ability to defend actions taken in response to policy shifts communicated through memoranda, particularly where those changes were not preceded by a formal process that includes public input. We believe these challenges present an opportunity for further dialogue and collaboration to ensure that policies are both effective and implementable at the local level.

2. **Access to Supporting Information**

Local health departments would benefit from access to the research, data, and risk assessments informing proposed changes. Sharing this information would support more informed technical discussions and strengthen program implementation.

3. **Consistency in Guidance and Expectations**

Our members have observed variation in guidance across regions and divisions, as well as differences between in-person discussions and final accreditation reports. Greater consistency would help ensure programs operate predictably and defensibly statewide.

4. **Financial Oversight Expectations**

While MALPH strongly supports accountability for public funds, some programs have introduced detailed documentation requirements that differ from other state- and federally-funded public health programs. Clarifying the rationale and ensuring consistency and proportionality would help local agencies meet expectations efficiently while maintaining service delivery.

5. **State–Local Partnership**

Our members value their partnership with EGLE and are committed to maintaining a strong working relationship. Continued dialogue and shared understanding will help reinforce the trust and coordination necessary for effective public health outcomes.

Path Forward

MALPH believes that improvements to statewide wastewater and subdivision practices are both necessary and achievable. We respectfully suggest the following steps to support a collaborative path forward:

- Sharing technical justification and supporting information for proposed changes;
- Communicating long-term policy goals and priorities;
- Engaging local health departments early in policy development; and
- Establishing consistent expectations across regions and divisions.



We would welcome the opportunity to meet with you and your team in the next few weeks to discuss these topics further. Our intent is to work collaboratively to strengthen implementation, improve clarity, and ensure that both state and local roles are aligned in protecting public health.

Please let us know a convenient time for you, or if you would prefer to designate members of your team to participate. We would be happy to coordinate schedules with representatives from our executive committee and board of directors.

Thank you for your continued leadership and partnership. We look forward to working together on these important issues.

Sincerely,

A handwritten signature in black ink that reads 'Norm Hess'.

Norm Hess, MSA, CPH
Executive Director
517-285-9724 (cell)

cc:

MALPH Executive Committee

Chris Klawuhn, President, Michigan Association of Environmental Health Administrators

Eric Oswald, Director, Drinking Water and Environmental Health Division

Bryan Thurston, Assistant Director, Drinking Water and Environmental Health Division



STATE OF MICHIGAN

DEPARTMENT OF HEALTH AND HUMAN SERVICES

LANSING

GRETCHEN WHITMER
GOVERNOR

ELIZABETH HERTEL
DIRECTOR

February 20, 2026

Mr. Daniel R. Thorell, M.S., R.S.
Health Officer
Benzie-Leelanau District Health Dept.
6051 Frankfort Highway, Suite 100
Benzonia, MI 49616

Mr. Gary Sauer
Commissioner
Benzie-Leelanau Board of Health
4558 Mick Rd.
Frankfort, MI 49635

Dear Mr. Thorell and Mr. Sauer:

On behalf of the Michigan Departments of Health and Human Services; Agriculture and Rural Development; and Environment, Great Lakes, and Energy; I would like to thank you for your participation in the Michigan Local Public Health Accreditation Program. Your participation, comments, and suggestions over the past eight cycles of Accreditation have strengthened the program in assuring and enhancing the quality of local public health in Michigan by identifying and promoting the implementation of public health standards.

The focus of this cycle has been rebuilding and strengthening Michigan's governmental public health system, with an emphasis on building relationships between state and local program staff, assessing the unique needs for each local health department, providing capacity building assistance, and identifying and developing supports to meet the needs of local health both individually and collectively. We are pleased to acknowledge the continued Accredited status of your local public health department, and commend you and your staff for your preparation and participation in the Cycle 8 site visit.

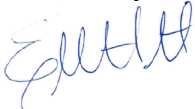
To recognize your achievement, enclosed is a Cycle 8 Certificate of Accreditation. Again, I wish to thank you for your participation in the Accreditation process and commend you on your efforts in this significant accomplishment, one which is directly attributable to a mutual dedication to continuous quality improvement.

Michigan's strong public health network is fortified through continued state and local collaboration and through the Michigan Local Public Health Accreditation Program. Due to your commitment and efforts, Michigan continues to be viewed as a national leader in the area of local public health accreditation.

Mr. Thorell and Mr. Sauer
February 20, 2026
Page 2

If you have questions regarding the Accreditation Program, please contact Jessie Jones, Program Coordinator, at jjones@mphi.org or 517-324-8387.

Sincerely,



Elizabeth Hertel
Director

c: Dr. Tim Boring, Director, MDARD
Phillip Roos, Director, EGLE
Michigan Local Public Health Accreditation Commission
Jessie Jones, Program Coordinator, MLPHAP

ACCOUNTS PAYABLE TOTALS

(April 2026)

BOH meeting

04/01/2026.....	\$144,419.55
04/15/2026.....	\$15,282.67
04/15/2026.....	\$82,646.66

TOTAL	\$242,348.88
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Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00893 - MARCH MANUAL AP

10100 - Honor Bank Checking

From 3/31/2026 Through 4/1/2026

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
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3/31/2026	3/31/2026	M033126APR003	DTE Energy	03202026DTE	MARCH MANUAL AP		203.39	Check
3/31/2026	3/31/2026	M033126APR004	Cardmember Service	03132026SJ	MARCH MANUAL AP		2,552.01	Check
3/31/2026	3/31/2026	M033126APR005	Cardmember Service	031326DT	MARCH MANUAL AP		1,868.56	Check
3/31/2026	3/31/2026	M033126APR006	Aflac	416594	MARCH MANUAL AP		1,588.28	Check
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3/31/2026	3/31/2026	M033126APR020	Synchrony Bank/Amazon.com	1JQW-Q7LL-HWCQ	MARCH MANUAL AP		237.96	Check
4/1/2026	4/1/2026	47573	BCN	260690060962	HEALTH INSURANCE		58,888.61	Check
4/1/2026	4/1/2026	47574	Byte Productions, LLC	211396	MONTHLY WEB HOSING & SECURE CERTIFICATE		360.00	Check
4/1/2026	4/1/2026	47575	Delta Dental	RIS0006922189	DENTAL INSURANCE		3,806.33	Check
4/1/2026	4/1/2026	47576	Dolly Parton's Imagination Library GTR	03.18.01	DPIL BOOKS FOR MARCH		1,229.27	Check

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00893 - MISC AP MAR

10100 - Honor Bank Checking

From 3/31/2026 Through 4/1/2026

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
4/1/2026	4/1/2026	47577	Leelanau County	032626LC	MAINTENANCE COST SHARING FOR APRIL 2026		2,650.00	Check
4/1/2026	4/1/2026	47578	Leelanau Enterprise	001LE	NEWSPAPER FOR LEELANAU		125.00	Check
4/1/2026	4/1/2026		Leelanau Enterprise	002BC	NEWSPAPER FOR BENZIE OFFICE		135.00	Check
4/1/2026	4/1/2026	47579	Leelanau Montessori	032626LMS	MONTHLY RENT FOR APRIL 2026		6,273.28	Check
4/1/2026	4/1/2026	47580	MALPH	12042025	2026 HEALTH ED & PROMOTION ACTIVITY DUES		50.00	Check
4/1/2026	4/1/2026	47581	State of Michigan - Unemployment Insurance Agency	03262026MESC	UNEMPLOYMENT 1 QTR TAX PMT		10,648.13	Check
4/1/2026	4/1/2026	47582	Pitney Bowes Global Financial Services, LLC	1029172701	RED INK CARTRIDGE FOR POSTAGE METER IN BENZIE		91.29	Check
4/1/2026	4/1/2026	47583	Pitney Bowes Bank Inc Reserve Account	032026RA	POSTAGE FOR BENZIE METER		500.00	Check
4/1/2026	4/1/2026	47584	Traverse City Area Public Schools	6446	NO ENTRY SIGNS & WIC FLYERS		29.18	Check
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4/1/2026	4/1/2026	47585	TJ Shimek	03262026TJS	REFUND FOR HAVING LIDS EXPOSED		75.00	Check
4/1/2026	4/1/2026	ACH033126APR01	Applied Innovation	3105810	COPIERS/PRINTERS		406.02	Voucher
4/1/2026	4/1/2026	ACH033126APR02	Dan Thorell	032326DT	DINNER REIMBURSEMENT FOR MEETING		30.00	Voucher
4/1/2026	4/1/2026	ACH033126APR03	Mark Kuiper	032526MK	PER DIEM & MILEAGE FOR BOH MEETING		113.95	Voucher
4/1/2026	4/1/2026	ACH033126APR04	NHF Sub Benzie-Leelanau	032626NHF	LOAN PAYMENT		4,885.00	Voucher
4/1/2026	4/1/2026	ACH033126APR05	Northern Michigan Janitorial Services	3470	CLEANING SERVICES AT BCRS FOR MARCH		6,190.00	Voucher

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00893 - MISC AP MAR

10100 - Honor Bank Checking

From 3/31/2026 Through 4/1/2026

<u>Effective Date</u>	<u>Document Date</u>	<u>Check Number</u>	<u>Vendor Name</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>RU Code</u>	<u>Check Amount</u>	<u>Payment Type</u>
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4/1/2026	4/1/2026	ACH033126APR08	Patagonia Health Inc.	14252	PH SOFTWARE		4,707.26	Voucher
4/1/2026	4/1/2026	ACH033126APR09	SOS Analytical	260508	WATER TESTS		2,510.00	Voucher
4/1/2026	4/1/2026	ACH033126APR10	The Boat Doctors Plowing	2224	PLOWING & SALTING FOR MARCH		1,925.00	Voucher
4/1/2026	4/1/2026	ACH033126APR11	Wyant Computer Services	35891	COMPUTER MAINTANCE & SOFTWARE SUBCRIPTIONS		9,818.45	Voucher
Report Total							144,419.55	

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00895 - MARCH MANUAL AP

10100 - Honor Bank Checking

From 3/31/2026 Through 4/15/2026

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3/31/2026	3/31/2026	M041526MAR007	Verizon Wireless	6140057861	MARCH MANUAL AP		1,193.41	Check
3/31/2026	3/31/2026	M041526MAR008	DTE Energy	03122026DTE	MARCH MANUAL AP		15.00	Check
3/31/2026	3/31/2026	M041526MAR009	Consumers Energy	04012026CE	MARCH MANUAL AP		3,023.58	Check
4/15/2026	4/15/2026	47586	Buneks Hardware	033126BH	SALT FOR SIDEWALK		3.20	Check
4/15/2026	4/15/2026	47587	John E. Green Company	217429	SMELL IN PTAC UNIT-CLEANED		548.00	Check
4/15/2026	4/15/2026	47588	Republic Services #239	0239-003966383	GARBAGE AND RECYCLING SERVICE		1,223.17	Check
4/15/2026	4/15/2026	47589	Robin Kauppinen	032626RK	REFUND FOR DUPLICATE VACANT LAND EVAL		275.00	Check
4/15/2026	4/15/2026	47590	The Standard	0033126TS	VISION INSURANCE		582.92	Check
4/15/2026	4/15/2026	47591	Traverse City Area Public Schools	6358	CC FLYERS,WEAR ONE STICKERS,HEALTH SVCS BUSINESS CARDS		149.15	Check
4/15/2026	4/15/2026	ACH041526MAR01	Hospital Network Healthcare	105356	MEDICAL WASTE DISPOSAL SVC BENZIE		197.74	Voucher
4/15/2026	4/15/2026	ACH041526MAR02	Solutions For You, LLC	HA-5H83H17	CLEANING SVCS FOR MAR/LEELANAU PH		1,300.00	Voucher
4/15/2026	4/15/2026	ACH041526MAR03	Valley City Linen	033126VCL	MARCH RUG CLEANING SVC FOR BCRC		439.16	Voucher
4/15/2026	4/15/2026	ACH041526MAR04	Wyant Computer Services	35873	LAPTOP,DOCKING STATION, 5 YR WARRANTY FOR NEW EMPLOYEE		2,927.13	Voucher
Report Total							15,282.67	

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00896 - MISC AP APR

10100 - Honor Bank Checking

From 4/15/2026 Through 4/15/2026

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
4/15/2026	4/15/2026	47592	BCN	260970022090	HEALTH INSURANCE		63,952.25	Check
4/15/2026	4/15/2026	47593	Gallagher's Carpet and Flooring LLC	040926GCF	FLOOR REPLACEMENT AT LEELANAU PH OFFICE		3,044.57	Check
4/15/2026	4/15/2026	47594	Leelanau County Senior Servics	0041026LCSS	BOOTH FOR LEELANAU CTY SENIOR EXPO		135.00	Check
4/15/2026	4/15/2026	47595	Leelanau Montessori	2025-2026-02	QTR MAINTENANCE BILLING FOR JAN-MAR 2026		7,677.75	Check
4/15/2026	4/15/2026	47596	Pletcher Outdoors LLC	1	TEMPORARY REPAIR OF TILE FLOOR		166.50	Check
4/15/2026	4/15/2026	47597	Roger Schaub	04132026RS	REFUND FOR LID EXPOSURE CREDIT		75.00	Check
4/15/2026	4/15/2026	47598	Trophy Trolley	65451	NAME TAG FOR NEW EMPLOYEE		12.00	Check
4/15/2026	4/15/2026	ACH041526APR01	Autumn Jurek	009	IBCLC CONTRACTED SERVICES FOR MARCH 2026		125.00	Voucher
4/15/2026	4/15/2026	M041526APR001	MERS Retirement	00177738-1	APRIL MANUAL AP		3,857.00	Check
4/15/2026	4/15/2026	M041526APR002	TKS Security	34962	APRIL MANUAL AP		324.00	Check
4/15/2026	4/15/2026	M041526APR003	Charter Communicaitons	005280501040126	APRIL MANUAL AP		900.00	Check
4/15/2026	4/15/2026	M041526APR004	Charter Communicaitons	005281601040126	APRIL MANUAL AP		50.69	Check
4/15/2026	4/15/2026	M041526APR005	Charter Communicaitons	005311401040126	APRIL MANUAL AP		188.09	Check
4/15/2026	4/15/2026	M041526APR006	Charter Communicaitons	005281701040126	APRIL MANUAL AP		241.36	Check
4/15/2026	4/15/2026	M041526APR007	Charter Communicaitons	005311501040126	APRIL MANUAL AP		685.00	Check
4/15/2026	4/15/2026	M041526APR008	Synchrony Bank/Amazon.com	1GVL-TKJC-X67R	APRIL MANUAL AP		114.42	Check
4/15/2026	4/15/2026	M041526APR009	Synchrony Bank/Amazon.com	1MLD-PYQT-RPJD	APRIL MANUAL AP		237.31	Check
4/15/2026	4/15/2026	M041526APR010	Synchrony Bank/Amazon.com	1GVL-TKJC-6JN4	APRIL MANUAL AP		165.16	Check
4/15/2026	4/15/2026	M041526APR011	Synchrony Bank/Amazon.com	1J46-PLV6-DTVH	APRIL MANUAL AP		198.43	Check
4/15/2026	4/15/2026	M041526APR012	Synchrony Bank/Amazon.com	1TYM-P33H-JHKG	APRIL MANUAL AP		497.13	Check
Report Total							82,646.66	

Benzie Leelanau District Health Department

Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

From 10/1/2025 Through 3/31/2026

	Current Period Actual	Total Budget	% of Budget Spent
Revenues			
Fees & Collections			
Sewage Permit Refund	(2,602.00)	0.00	0.00%
Private Pay Clinic Fees	2,302.23	119,000.00	1.93%
Clinic Fees-Private Insurance	94,597.04	179,470.00	52.70%
Well Permit Refund	(1,225.00)	0.00	0.00%
Revenue-Campground Trailer Parks	6,083.95	6,757.00	90.03%
Revenue-Food Licenses	52,387.00	125,000.00	41.90%
Revenue-Sewage Permits	67,558.00	198,000.00	34.12%
Revenue-Well Permits	34,865.00	115,000.00	30.31%
Revenue-Land Evals/Site Surveys	19,537.00	55,000.00	35.52%
Revenue-Mortgage Evaluation	70,692.00	215,000.00	32.88%
Radon Testing	165.00	100.00	165.00%
Land Evaluations - Refund	(2,415.00)	0.00	0.00%
Mortgage Eval Refund	(507.00)	0.00	0.00%
Total Fees & Collections	341,438.22	1,013,327.00	33.69%
Medicaid/Medicare Revenue			
Medicaid Clinic Fees	94,367.66	176,793.00	53.37%
Clinic Fees - Medicare	185,235.28	385,683.00	48.02%
Managed Health Care Plan	80,553.30	126,300.00	63.77%
WIC Blood Lead Tests	220.11	0.00	0.00%
Total Medicaid/Medicare Revenue	360,376.35	688,776.00	52.32%
Cost Based Reimbursement			
Cost Based Reimbursement	570,247.45	256,734.00	222.11%
Total Cost Based Reimbursement	570,247.45	256,734.00	222.12%
Federal Financial Participation			
Federal Financial Participation	62,704.25	158,667.00	39.51%
Total Federal Financial Participation	62,704.25	158,667.00	39.52%
State Funding (MDHHS-CPBC)			
Prior Year-State Funding	56,412.02	0.00	0.00%

Benzie Leelanau District Health Department

Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

From 10/1/2025 Through 3/31/2026

	Current Period Actual	Total Budget	% of Budget Spent
MDHHS - CPBC Categorical Grant	616,651.00	1,455,165.00	42.37%
Total State Funding (MDHHS-CPBC)	673,063.02	1,455,165.00	46.25%
ESLPHS - DEQ & MDHHS			
ELPHS Funding	407,833.00	594,649.00	68.58%
Total ESLPHS - DEQ & MDHHS	407,833.00	594,649.00	68.58%
DEQ Type II Grant			
MDEQ Type II Grant	91,014.48	173,798.00	52.36%
Total DEQ Type II Grant	91,014.48	173,798.00	52.37%
Other State Fees/Funding			
MDHHS Lic Facilities	1,015.00	3,958.00	25.64%
Swimming Pools	3,185.41	6,582.00	48.39%
Septage Licensing	0.00	5,703.00	0.00%
Other State Funding	97,446.00	255,585.00	38.12%
VFC Vaccine Received	10,446.95	35,000.00	29.84%
Non-CPBC Funding/Grants	1,011.74	12,000.00	8.43%
Total Other State Fees/Funding	113,105.10	318,828.00	35.48%
Local Grants			
Other Local Grants	202,451.32	373,339.00	54.22%
Northern Michigan Health Consortium	73,820.62	0.00	0.00%
Michigan Center for Rural Health	54,941.33	50,176.00	109.49%
Michigan Health Endowment Foundation	144,316.15	105,871.00	136.31%
Leelanau Early Childhood Healthy Futures Grant	407,539.39	801,162.00	50.86%
	12,868.79	10,384.00	123.92%
Total Local Grants	895,937.60	1,340,932.00	66.81%
Reimbursement Funds/Charge for Service			
Food Courses	1,708.00	7,500.00	22.77%
Reimbursed Revenues	67,504.63	2,631.00	2,565.74%
Total Reimbursement Funds/Charge for Service	69,212.63	10,131.00	683.18%
Rents Collected			
Rents Collected	145,355.40	261,192.00	55.65%
Total Rents Collected	145,355.40	261,192.00	55.65%
Interest			
Interest	25,810.20	72,000.00	35.84%

Benzie Leelanau District Health Department

Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

From 10/1/2025 Through 3/31/2026

	Current Period Actual	Total Budget	% of Budget Spent
Total Interest	25,810.20	72,000.00	35.85%
Local Funds			
Local Funds Distributive	308,142.00	996,629.00	30.91%
Local In-Kind	0.00	140,000.00	0.00%
Total Local Funds	308,142.00	1,136,629.00	27.11%
Total Revenues	4,064,239.70	7,480,828.00	54.33%
Expenditures			
Salaries & Wages			
Salaries	1,833,093.09	3,875,456.00	47.30%
Insurance Payout Earnings	26,380.02	0.00	0.00%
Total Salaries & Wages	1,859,473.11	3,875,456.00	47.98%
Fringe Benefits			
FICA	134,385.35	286,292.00	46.93%
Medical Insurance	267,841.51	679,251.00	39.43%
Employer-HSA	46,524.15	0.00	0.00%
Life Insurance	2,035.08	5,583.00	36.45%
Unemployment Compensation	11,434.04	12,585.00	90.85%
Retirement	205,606.44	391,868.00	52.46%
Workers Compensation	9,003.00	15,739.00	57.20%
Physicals	329.00	200.00	164.50%
Dental Insurance	23,629.61	58,771.00	40.20%
Disability Insurance	17,657.53	40,725.00	43.35%
Vision Insurance	3,413.41	7,396.00	46.15%
Total Fringe Benefits	721,859.12	1,498,410.00	48.18%
Agency Operating Expenses			
Advertising	581.06	2,200.00	26.41%
Membership & Dues	6,659.86	6,294.00	105.81%
Grant Expenses	44.16	0.00	0.00%
Total Agency Operating Expenses	7,285.08	8,494.00	85.77%
Supplies & Materials			
Printing	4,324.18	7,832.00	55.21%
Postage	1,600.46	8,352.00	19.16%
Office Supplies	2,209.17	9,107.00	24.25%
Janitorial Supplies	2,145.66	5,787.00	37.07%
Water Tests	20,824.62	44,200.00	47.11%
Food License Fees	831.00	9,000.00	9.23%
Temporary Campground Fees	510.00	700.00	72.85%

Benzie Leelanau District Health Department

Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

From 10/1/2025 Through 3/31/2026

	Current Period Actual	Total Budget	% of Budget Spent
Program Supplies	29,271.91	104,318.00	28.06%
Other Supplies	8,807.16	17,400.00	50.61%
Fuel Purchases	118.64	1,400.00	8.47%
Clinic Supplies	113,792.77	514,901.00	22.09%
VFC Vaccine Received	10,446.95	35,000.00	29.84%
Total Supplies & Materials	<u>194,882.52</u>	<u>757,997.00</u>	<u>25.71%</u>
Technology			
Services/Subscriptions			
Licensing Fees	248.00	0.00	0.00%
Computer Maintenance	45,900.00	92,100.00	49.83%
Subscriptions	16,872.42	500.00	3,374.48%
Annual Computer Subscriptions/Licensing	36,468.07	128,468.00	28.38%
Total Technology Services/Subscriptions	<u>99,488.49</u>	<u>221,068.00</u>	<u>45.00%</u>
Equipment			
Rental/Maintenance			
Equipment Maintenance & Repairs	660.52	0.00	0.00%
Equipment	10,808.00	11,000.00	98.25%
Vehicle Maintenance and Repairs	1,049.02	0.00	0.00%
Equipment Rental	962.28	3,900.00	24.67%
Total Equipment Rental/Maintenance	<u>13,479.82</u>	<u>14,900.00</u>	<u>90.47%</u>
Medical Operating			
Expenses			
Medical Waste Disposal	597.22	500.00	119.44%
Health Services	17.67	0.00	0.00%
Total Medical Operating Expenses	<u>614.89</u>	<u>500.00</u>	<u>122.98%</u>
General Liability Insurance			
Insurance	23,005.02	50,000.00	46.01%
Total General Liability Insurance	<u>23,005.02</u>	<u>50,000.00</u>	<u>46.01%</u>
Consultant Services			
Consultant Services-Audit	7,700.00	8,000.00	96.25%
Consultant Services-Legal	0.00	6,775.00	0.00%
Other Consultant Services	1,090.98	2,500.00	43.63%
Total Consultant Services	<u>8,790.98</u>	<u>17,275.00</u>	<u>50.89%</u>
Contractual Services			
Medical Director	31,603.56	72,000.00	43.89%

Benzie Leelanau District Health Department

Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

From 10/1/2025 Through 3/31/2026

	Current Period Actual	Total Budget	% of Budget Spent
Per Diem	240.00	0.00	0.00%
Other Contractual	7,662.51	208,595.00	3.67%
Website Maintenance	360.00	1,000.00	36.00%
Total Contractual Services	<u>39,866.07</u>	<u>281,595.00</u>	<u>14.16%</u>
Communications			
Telephone	4,848.43	10,344.00	46.87%
Cell Phone	9,357.03	26,700.00	35.04%
Data Line	6,292.62	19,977.00	31.49%
Total Communications	<u>20,498.08</u>	<u>57,021.00</u>	<u>35.95%</u>
Travel & Training			
Mileage	57,278.43	144,110.00	39.74%
Meals/Lodging	2,971.77	14,434.00	20.58%
Training & Education	4,808.00	35,250.00	13.63%
Total Travel & Training	<u>65,058.20</u>	<u>193,794.00</u>	<u>33.57%</u>
Space Costs			
Space-Electric	19,684.99	45,000.00	43.74%
Space-Gas	1,031.67	2,500.00	41.26%
Janitorial Services	55,539.92	101,100.00	54.93%
Snow Removal	13,485.00	12,000.00	112.37%
Loan Payments	29,310.00	61,000.00	48.04%
Space-Distributed Costs	15,900.00	117,614.00	13.51%
Space-Grounds & Building Maintenance	23,695.91	67,000.00	35.36%
BLDHD Rent	80,710.68	76,032.00	106.15%
Total Space Costs	<u>239,358.17</u>	<u>482,246.00</u>	<u>49.63%</u>
Building Costs			
Capital Outlay Local	0.00	13,794.00	0.00%
Total Building Costs	<u>0.00</u>	<u>13,794.00</u>	<u>0.00%</u>
Distributed Costs - Administrative			
Administration O/H	0.00	(1.00)	0.00%
Total Distributed Costs - Administrative	<u>0.00</u>	<u>(1.00)</u>	<u>0.00%</u>
Distributive Costs - PH Program & Support			
PH Administration	0.00	17,050.00	0.00%
EH Administration	0.00	3.00	0.00%
Total Distributive Costs - PH Program & Support	<u>0.00</u>	<u>17,053.00</u>	<u>0.00%</u>
Total Expenditures	<u>3,293,659.55</u>	<u>7,489,602.00</u>	<u>43.98%</u>
Net Revenues/(Expenditures)	<u>770,580.15</u>	<u>(8,774.00)</u>	<u>(8,782.54)%</u>

Benzie Leelanau District Health Department

Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

200 - Environmental Health Division

From 10/1/2025 Through 3/31/2026

	Current Period Actual	Total Budget	% of Budget Spent
Revenues			
Fees & Collections			
Sewage Permit Refund	(2,602.00)	0.00	0.00%
Well Permit Refund	(1,225.00)	0.00	0.00%
Revenue-Campground Trailer Parks	6,083.95	6,757.00	90.03%
Revenue-Food Licenses	52,387.00	125,000.00	41.90%
Revenue-Sewage Permits	67,558.00	198,000.00	34.12%
Revenue-Well Permits	34,865.00	115,000.00	30.31%
Revenue-Land Evals/Site Surveys	19,537.00	55,000.00	35.52%
Revenue-Mortgage Evaluation	70,692.00	215,000.00	32.88%
Radon Testing	165.00	100.00	165.00%
Land Evaluations - Refund	(2,415.00)	0.00	0.00%
Mortgage Eval Refund	(507.00)	0.00	0.00%
Total Fees & Collections	244,538.95	714,857.00	34.21%
State Funding (MDHHS-CPBC)			
Prior Year-State Funding	49,439.05	0.00	0.00%
Total State Funding (MDHHS-CPBC)	49,439.05	0.00	0.00%
ESLPHS - DEQ & MDHHS			
ELPHS Funding	279,019.00	558,042.00	49.99%
Total ESLPHS - DEQ & MDHHS	279,019.00	558,042.00	50.00%
DEQ Type II Grant			
MDEQ Type II Grant	91,014.48	173,798.00	52.36%
Total DEQ Type II Grant	91,014.48	173,798.00	52.37%
Other State Fees/Funding			
MDHHS Lic Facilities	1,015.00	3,958.00	25.64%
Swimming Pools	3,185.41	6,582.00	48.39%
Septage Licensing	0.00	5,703.00	0.00%
Other State Funding	97,446.00	97,446.00	100.00%
Total Other State Fees/Funding	101,646.41	113,689.00	89.41%
Reimbursement Funds/Charge for Service			
Food Courses	1,708.00	7,500.00	22.77%
Reimbursed Revenues	163.58	0.00	0.00%

Benzie Leelanau District Health Department

Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

200 - Environmental Health Division

From 10/1/2025 Through 3/31/2026

	Current Period Actual	Total Budget	% of Budget Spent
Total Reimbursement Funds/Charge for Service	1,871.58	7,500.00	24.95%
Local Funds			
Local Funds Distributive	40,734.00	304,328.00	13.38%
Total Local Funds	40,734.00	304,328.00	13.38%
Total Revenues	808,263.47	1,872,214.00	43.17%
Expenditures			
Salaries & Wages			
Salaries	485,224.60	1,012,478.00	47.92%
Insurance Payout Earnings	6,900.48	0.00	0.00%
Total Salaries & Wages	492,125.08	1,012,478.00	48.61%
Fringe Benefits			
FICA	36,064.80	74,918.00	48.13%
Medical Insurance	70,053.73	175,187.00	39.98%
Employer-HSA	10,211.95	0.00	0.00%
Life Insurance	595.58	1,461.00	40.76%
Unemployment Compensation	3,027.91	3,294.00	91.92%
Retirement	54,210.62	102,545.00	52.86%
Workers Compensation	2,344.94	4,163.00	56.32%
Physicals	186.00	0.00	0.00%
Dental Insurance	5,831.15	15,381.00	37.91%
Disability Insurance	4,823.85	10,656.00	45.26%
Vision Insurance	861.44	1,936.00	44.49%
Total Fringe Benefits	188,211.97	389,541.00	48.32%
Agency Operating Expenses			
Advertising	511.23	0.00	0.00%
Membership & Dues	30.00	30.00	100.00%
Total Agency Operating Expenses	541.23	30.00	1,804.10%
Supplies & Materials			
Printing	336.38	400.00	84.09%
Postage	659.00	1,910.00	34.50%
Office Supplies	347.48	3,387.00	10.25%
Water Tests	19,510.00	41,700.00	46.78%
Food License Fees	831.00	9,000.00	9.23%
Temporary Campground Fees	510.00	700.00	72.85%
Program Supplies	600.54	9,400.00	6.38%

Benzie Leelanau District Health Department

Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

200 - Environmental Health Division

From 10/1/2025 Through 3/31/2026

	Current Period Actual	Total Budget	% of Budget Spent
Other Supplies	1,119.46	5,800.00	19.30%
Fuel Purchases	118.64	1,200.00	9.88%
Total Supplies & Materials	<u>24,032.50</u>	<u>73,497.00</u>	<u>32.70%</u>
Technology Services/Subscriptions			
Computer Maintenance	10,878.71	24,800.00	43.86%
Annual Computer Subscriptions/Licensing	13,316.99	43,200.00	30.82%
Total Technology Services/Subscriptions	<u>24,195.70</u>	<u>68,000.00</u>	<u>35.58%</u>
Equipment Rental/Maintenance			
Vehicle Maintenance and Repairs	1,045.02	0.00	0.00%
Equipment Rental	363.36	0.00	0.00%
Total Equipment Rental/Maintenance	<u>1,408.38</u>	<u>0.00</u>	<u>0.00%</u>
Consultant Services			
Consultant Services-Legal	0.00	1,775.00	0.00%
Total Consultant Services	<u>0.00</u>	<u>1,775.00</u>	<u>0.00%</u>
Contractual Services			
Medical Director	9,481.08	18,500.00	51.24%
Total Contractual Services	<u>9,481.08</u>	<u>18,500.00</u>	<u>51.25%</u>
Communications			
Telephone	1,093.74	2,493.00	43.87%
Cell Phone	1,200.00	4,320.00	27.77%
Data Line	2,078.35	5,098.00	40.76%
Total Communications	<u>4,372.09</u>	<u>11,911.00</u>	<u>36.71%</u>
Travel & Training			
Mileage	28,724.97	70,505.00	40.74%
Meals/Lodging	276.06	0.00	0.00%
Training & Education	225.00	0.00	0.00%
Total Travel & Training	<u>29,226.03</u>	<u>70,505.00</u>	<u>41.45%</u>
Space Costs			
Space-Distributed Costs	30,080.28	82,973.00	36.25%
Total Space Costs	<u>30,080.28</u>	<u>82,973.00</u>	<u>36.25%</u>
Distributed Costs - Administrative			
Administration O/H	50,258.69	143,004.00	35.14%
Total Distributed Costs - Administrative	<u>50,258.69</u>	<u>143,004.00</u>	<u>35.14%</u>

Benzie Leelanau District Health Department

Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

200 - Environmental Health Division

From 10/1/2025 Through 3/31/2026

	Current Period Actual	Total Budget	% of Budget Spent
Distributive Costs - PH Program & Support			
EH Administration	0.00	3.00	0.00%
Total Distributive Costs - PH Program & Support	0.00	3.00	0.00%
Total Expenditures	853,933.03	1,872,217.00	45.61%
Net Revenues/(Expenditures)	(45,669.56)	(3.00)	1,522,318.65%

Benzie Leelanau District Health Department

Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

910 - Personal Health Division

From 10/1/2025 Through 3/31/2026

	Current Period Actual	Total Budget	% of Budget Spent
Revenues			
Fees & Collections			
Private Pay Clinic Fees	2,302.23	119,000.00	1.93%
Clinic Fees-Private Insurance	94,597.04	179,470.00	52.70%
Total Fees & Collections	96,899.27	298,470.00	32.47%
Medicaid/Medicare Revenue			
Medicaid Clinic Fees	94,367.66	176,793.00	53.37%
Clinic Fees - Medicare	185,235.28	385,683.00	48.02%
Managed Health Care Plan	80,553.30	126,300.00	63.77%
WIC Blood Lead Tests	220.11	0.00	0.00%
Total Medicaid/Medicare Revenue	360,376.35	688,776.00	52.32%
Cost Based Reimbursement			
Cost Based Reimbursement	570,247.45	256,734.00	222.11%
Total Cost Based Reimbursement	570,247.45	256,734.00	222.12%
Federal Financial Participation			
Federal Financial Participation	62,704.25	158,667.00	39.51%
Total Federal Financial Participation	62,704.25	158,667.00	39.52%
State Funding (MDHHS-CPBC)			
Prior Year-State Funding	6,972.97	0.00	0.00%
MDHHS - CPBC Categorical Grant	616,651.00	1,455,165.00	42.37%
Total State Funding (MDHHS-CPBC)	623,623.97	1,455,165.00	42.86%
ESLPHS - DEQ & MDHHS			
ELPHS Funding	128,814.00	36,607.00	351.88%
Total ESLPHS - DEQ & MDHHS	128,814.00	36,607.00	351.88%
Other State Fees/Funding			
Other State Funding	0.00	158,139.00	0.00%
VFC Vaccine Received	10,446.95	35,000.00	29.84%
Non-CPBC Funding/Grants	1,011.74	12,000.00	8.43%

Benzie Leelanau District Health Department

Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

910 - Personal Health Division

From 10/1/2025 Through 3/31/2026

	Current Period Actual	Total Budget	% of Budget Spent
Total Other State Fees/Funding	11,458.69	205,139.00	5.59%
Local Grants			
Other Local Grants	202,451.32	373,339.00	54.22%
Northern Michigan Health Consortium	73,820.62	0.00	0.00%
Michigan Center for Rural Health	54,941.33	50,176.00	109.49%
Michigan Health Endowment Foundation	144,316.15	105,871.00	136.31%
Leelanau Early Childhood Healthy Futures Grant	407,539.39	801,162.00	50.86%
	12,868.79	10,384.00	123.92%
Total Local Grants	895,937.60	1,340,932.00	66.81%
Reimbursement Funds/Charge for Service			
Reimbursed Revenues	50,809.57	0.00	0.00%
Total Reimbursement Funds/Charge for Service	50,809.57	0.00	0.00%
Local Funds			
Local Funds Distributive	267,408.00	692,301.00	38.62%
Local In-Kind	0.00	140,000.00	0.00%
Total Local Funds	267,408.00	832,301.00	32.13%
Total Revenues	3,068,279.15	5,272,791.00	58.19%
Expenditures			
Salaries & Wages			
Salaries	1,229,061.09	2,508,006.00	49.00%
Insurance Payout Earnings	17,823.23	0.00	0.00%
Total Salaries & Wages	1,246,884.32	2,508,006.00	49.72%
Fringe Benefits			
FICA	89,769.10	185,174.00	48.47%
Medical Insurance	183,160.34	496,897.00	36.86%
Employer-HSA	33,688.81	0.00	0.00%
Life Insurance	1,282.16	3,611.00	35.50%
Unemployment Compensation	7,711.31	8,139.00	94.74%
Retirement	138,049.45	253,457.00	54.46%
Workers Compensation	6,113.27	10,120.00	60.40%
Physicals	143.00	0.00	0.00%
Dental Insurance	16,215.50	38,012.00	42.65%

Benzie Leelanau District Health Department

Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

910 - Personal Health Division

From 10/1/2025 Through 3/31/2026

	Current Period Actual	Total Budget	% of Budget Spent
Disability Insurance	11,683.40	26,342.00	44.35%
Vision Insurance	2,330.02	4,783.00	48.71%
Total Fringe Benefits	490,146.36	1,026,535.00	47.75%
Agency Operating Expenses			
Advertising	69.83	700.00	9.97%
Membership & Dues	2,610.86	1,264.00	206.55%
Grant Expenses	44.16	0.00	0.00%
Total Agency Operating Expenses	2,724.85	1,964.00	138.74%
Supplies & Materials			
Printing	1,579.30	3,932.00	40.16%
Postage	765.79	3,442.00	22.24%
Office Supplies	932.54	1,550.00	60.16%
Program Supplies	28,671.37	85,918.00	33.37%
Other Supplies	4,084.85	3,700.00	110.40%
Clinic Supplies	113,792.77	514,901.00	22.09%
VFC Vaccine Received	10,446.95	35,000.00	29.84%
Total Supplies & Materials	160,273.57	648,443.00	24.72%
Technology Services/Subscriptions			
Licensing Fees	248.00	0.00	0.00%
Computer Maintenance	31,636.04	59,500.00	53.16%
Subscriptions	16,137.92	0.00	0.00%
Annual Computer Subscriptions/Licensing	21,010.58	68,380.00	30.72%
Total Technology Services/Subscriptions	69,032.54	127,880.00	53.98%
Equipment Rental/Maintenance			
Vehicle Maintenance and Repairs	4.00	0.00	0.00%
Total Equipment Rental/Maintenance	4.00	0.00	0.00%
Medical Operating Expenses			
Medical Waste Disposal	597.22	500.00	119.44%
Health Services	17.67	0.00	0.00%
Total Medical Operating Expenses	614.89	500.00	122.98%
Consultant Services			
Other Consultant Services	18.84	0.00	0.00%

Benzie Leelanau District Health Department

Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

910 - Personal Health Division

From 10/1/2025 Through 3/31/2026

	Current Period Actual	Total Budget	% of Budget Spent
Total Consultant Services	18.84	0.00	0.00%
Contractual Services			
Medical Director	22,122.48	53,500.00	41.35%
Other Contractual	7,662.51	208,595.00	3.67%
Total Contractual Services	29,784.99	262,095.00	11.36%
Communications			
Telephone	3,170.52	5,997.00	52.86%
Cell Phone	8,157.03	22,380.00	36.44%
Data Line	3,958.93	13,287.00	29.79%
Total Communications	15,286.48	41,664.00	36.69%
Travel & Training			
Mileage	26,584.80	68,500.00	38.80%
Meals/Lodging	2,065.41	13,684.00	15.09%
Training & Education	4,354.00	35,250.00	12.35%
Total Travel & Training	33,004.21	117,434.00	28.10%
Space Costs			
Janitorial Services	557.08	0.00	0.00%
Space-Distributed Costs	76,552.61	176,401.00	43.39%
BLDHD Rent	600.00	0.00	0.00%
Total Space Costs	77,709.69	176,401.00	44.05%
Distributed Costs - Administrative			
Administration O/H	126,544.70	355,719.00	35.57%
Total Distributed Costs - Administrative	126,544.70	355,719.00	35.57%
Distributive Costs - PH Program & Support			
PH Administration	0.00	17,050.00	0.00%
Total Distributive Costs - PH Program & Support	0.00	17,050.00	0.00%
Total Expenditures	2,252,029.44	5,283,691.00	42.62%
Net Revenues/(Expenditures)	816,249.71	(10,900.00)	(7,488.52)%

Benzie Leelanau District Health Department

Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

995 - Resource Centers

From 10/1/2025 Through 3/31/2026

	Current Period Actual	Total Budget	% of Budget Spent
Revenues			
Reimbursement			
Funds/Charge for Service			
Reimbursed Revenues	2,389.90	2,131.00	112.14%
Total Reimbursement	2,389.90	2,131.00	112.15%
Funds/Charge for Service			
Rents Collected			
Rents Collected	145,355.40	261,192.00	55.65%
Total Rents Collected	145,355.40	261,192.00	55.65%
Total Revenues	147,745.30	263,323.00	56.11%
Expenditures			
Salaries & Wages			
Salaries	3,891.23	11,259.00	34.56%
Insurance Payout	73.00	0.00	0.00%
Earnings			
Total Salaries & Wages	3,964.23	11,259.00	35.21%
Fringe Benefits			
FICA	288.63	767.00	37.63%
Medical Insurance	357.79	562.00	63.66%
Employer-HSA	61.34	0.00	0.00%
Life Insurance	4.02	15.00	26.80%
Unemployment	21.43	34.00	63.02%
Compensation			
Retirement	414.09	1,055.00	39.25%
Workers Compensation	17.46	43.00	40.60%
Dental Insurance	51.08	157.00	32.53%
Disability Insurance	33.93	109.00	31.12%
Vision Insurance	6.93	20.00	34.65%
Total Fringe Benefits	1,256.70	2,762.00	45.50%
Supplies & Materials			
Office Supplies	27.67	100.00	27.67%
Janitorial Supplies	2,145.66	5,787.00	37.07%
Water Tests	1,314.62	2,500.00	52.58%
Other Supplies	349.58	4,900.00	7.13%
Total Supplies & Materials	3,837.53	13,287.00	28.88%
Technology			
Services/Subscriptions			
Computer Maintenance	0.00	800.00	0.00%
Annual Computer	288.00	900.00	32.00%
Subscriptions/Licensing			

Benzie Leelanau District Health Department

Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

995 - Resource Centers

From 10/1/2025 Through 3/31/2026

	Current Period Actual	Total Budget	% of Budget Spent
Total Technology Services/Subscriptions	288.00	1,700.00	16.94%
Equipment Rental/Maintenance			
Equipment Maintenance & Repairs	660.52	0.00	0.00%
Equipment	10,808.00	11,000.00	98.25%
Total Equipment Rental/Maintenance	11,468.52	11,000.00	104.26%
General Liability Insurance			
Insurance	2,300.52	5,000.00	46.01%
Total General Liability Insurance	2,300.52	5,000.00	46.01%
Consultant Services			
Other Consultant Services	81.88	0.00	0.00%
Total Consultant Services	81.88	0.00	0.00%
Communications			
Telephone	328.43	1,102.00	29.80%
Data Line	4.85	53.00	9.15%
Total Communications	333.28	1,155.00	28.86%
Travel & Training			
Mileage	10.05	105.00	9.57%
Total Travel & Training	10.05	105.00	9.57%
Space Costs			
Space-Electric	19,684.99	45,000.00	43.74%
Space-Gas	1,031.67	2,500.00	41.26%
Janitorial Services	54,982.84	101,100.00	54.38%
Snow Removal	13,485.00	12,000.00	112.37%
Loan Payments	29,310.00	61,000.00	48.04%
Space-Distributed Costs	(98,480.69)	(162,086.00)	60.75%
Space-Grounds & Building Maintenance	23,695.91	67,000.00	35.36%
BLDHD Rent	80,110.68	76,032.00	105.36%
Total Space Costs	123,820.40	202,546.00	61.13%
Building Costs			
Capital Outlay Local	0.00	13,794.00	0.00%
Total Building Costs	0.00	13,794.00	0.00%
Distributed Costs - Administrative			
Administration O/H	384.19	1,466.00	26.20%

Benzie Leelanau District Health Department

Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

995 - Resource Centers

From 10/1/2025 Through 3/31/2026

	Current Period Actual	Total Budget	% of Budget Spent
Total Distributed Costs - Administrative	<u>384.19</u>	<u>1,466.00</u>	<u>26.21%</u>
Total Expenditures	<u>147,745.30</u>	<u>264,074.00</u>	<u>55.95%</u>
Net Revenues/(Expenditures)	<u>0.00</u>	<u>(751.00)</u>	<u>0.00%</u>

**Benzie Leelanau District Health Department
Accounts Receivable and Prepaid Expenses
as of March 31, 2026**

Due from Michigan Department of Environmental Quality:

Type II \$223,550

Due from State of Michigan:

2024 Cost Based Reimbursement	93160
2025 Cost Based Reimbursement	0
2026 Cost Based Reimbursement	60110
2023 Federal Finance Participation	4435
2024 Federal Finance Participation	50,832
2025 Federal Finance Participation	(420,142)
2026 Federal Finance Participation	<u><u>62,704</u></u>

Total (148,899)

Due from Michigan Department of Community Health:

CPBC (1,072)

Due from Other Units of Government:

Regional Grants 109,126

109,126

Rents Due - Benzie Building:

Catholic Human Services	0
NMHSI	0.00
Centra Wellness Network	0
Auditor Adjustment to Lease Receivable	<u><u>12,464</u></u>

Total 12,464

Prepaid Expenses:

Prepaid Insurances 30,792

CPBC Pullbacks \$111,978

**Benzie-Leelanau District Health Department
Statement of Assets and Liabilities
as of March 31, 2026**

ASSETS:

Cash - Checking and Savings	2,588,801
Imprest Cash	565
A/R - PH Revenue	0
Appropriations Due - Benzie	67,078
Appropriations Due - Leelanau	86,993
Due from DEQ	223,550
Due from State of Michigan	82,085
Due from MDCH	(1,072)
Due from Other Government Units	(109,619)
Rents Due - Benzie	12,464
Prepaid Expenses	387,455
Total Assets	3,338,300

LIABILITIES AND FUND BALANCE:

Accounts Payable	538,331
Accrued Wages	549,442
Deferred Family Planning Revenues	
Deferred Medicaid Revenues	0
Other Deferred Revenues	(111,978)
Fund Balance:	
Unassigned	1,238,763
Assigned	306,342
Non-Spendable	46,821
Committed	
Restricted	
Medicaid Payment Holding	
Current Year	770,580
Total Liabilities and Fund Balance	3,338,300

(0)

Board of Health Report
PERSONAL HEALTH DIVISION
April 2026

Michigan Care Improvement Registry (MCIR)

MCIR is a secure, Michigan-based platform that is used by health care providers, hospitals, pharmacies, health departments, and schools.

- Records immunizations administered to children and adults
- Records Immunization waivers
- Records lead testing results for children
- Records hearing/vision screening for children
- Track vaccine inventory
- Records school compliance with immunization requirements

In June, MCIR is moving to a new platform (MCIR MOD). This change requires 3-6 hours of training for all users and a change in internal processes. From June 11-16, there will be no access to either system so immunization records and entry of new immunizations will not be available during this time.

Almost all personal health staff are directly affected by this change and are in the process of completing training modules, working through changes in workflow to accommodate the new system, and developing contingency plans if neither system is available or if there are glitches during the transition.

Note: BLDHD is transitioning to an on-line waiver education process along with the change to MCIR MOD. Parents requesting an immunization waiver for schools will now be able to complete the required education on-line instead of coming to the health department in person. This will remove barriers for parents and free up nursing time. BLDHD processes approximately 100 immunization waivers each year.

Kudos for staff

Kudos for the BLDHD nurses, social workers and dietician who all stepped up after the sudden departure of one of our nurses. This nurse had 57 MIHP clients on her caseload – all of whom received monthly home visits and many who also needed additional support in between those visits. Our already stretched staff willingly absorbed those clients without complaint, despite the many extra hours of work this entails, as they prioritized the continued support and care for those infants and parents. Our community (and BLDHD) is so fortunate to have such incredibly caring, flexible, and community-minded staff ♥

Director of Administrative Services
Report – April 2026
Shelley Jablon

The purpose of the administration division is to manage the finances, purchasing, billing, human resources, technology and assist in the building areas of the Health Department.

Finance :

In the Board packet the March 2026 financials are included. The financial statements are year-to-date and are reflected through March 31, 2026. The Agency is 50% through the fiscal year. When looking at the overall expenditures for BLDHD, we are slightly under spent at 44% spent.

Human Resources:

No new changes to report since the last meeting.

Technology, Purchasing and Billing:

No new changes to report since the last meeting.

Building:

There was a building partner meeting on April 10th. It was discussed to schedule a joint building safety drills throughout the month of May. Due to weather the BCRC was lost power half a day on April 13th and almost a full day on April 14th. The Health Department remained open to assist the public with any needs that we were able to with the limited resources that we had available at that location.